

TIPP CITY COUNCIL STUDY SESSION

TIPP CITY, MIAMI COUNTY, OHIO

AUGUST 4, 2008

Study Session

City Manager Jon Crusey opened the Study Session at 6:34 p.m. on this date.

Roll Call

Council Members in attendance included: Mayor Tim E. Evans, William D. Beagle, Council President Patrick A. Hale, John E. Kessler, Vickie K. Blakey and Dolores Gillis. Others in attendance included: Police Chief Tom Davidson, Fire Chief Steve Kessler, Steve Avakian, *Dayton Daily News* reporter Nancy Bowman, *Tipp Herald* reporter Mike Kelly, *Independent Voice* reporter Colorado Sky, and Clerk of Council Misty Cheshire.

**Discussion –
Community Outreach
Survey**

Mr. Crusey used the attached PowerPoint presentation to discuss benefits of a Community Outreach Survey. He also outlined the services a public relations consultant could provide to the City.

Mrs. Blakey asked if the City would be required to request proposals for these services. Mr. Crusey replied that RFP's would not be required but if Council wanted to seek proposals that could be done.

President Hale asked if Mr. Vath had secured quotes for these services. Mr. Crusey stated that he was not aware of any quotes received by the City for these services.

Mr. Kessler suggested Council use the existing CEDA survey rather than implementing a new survey. Mayor Evans pointed out that the CEDA survey was completed at least four years ago and the survey focused on Monroe Township residents only. Mr. Beagle added that the CEDA survey only addressed public safety and services in the Township. Mayor Evans stated that it was important to survey those residing within the corporate limits.

President Hale stated that he didn't oppose a community survey but would need to know how much the survey would cost prior to proceeding. Mr. Beagle agreed. Mr. Crusey stated that staff would contact local universities and private organizations to get pricing.

Mr. Crusey introduced Public Relations Consultant Steve Avakian. Mr. Avakian emphasized the importance of a community survey stating that communities are constantly changing. A survey would allow Council/Staff to determine if their priorities match those of the citizens. Then, based on the survey results, Council/Staff can develop strategies for the future. Mr. Avakian stated that the CEDA survey mentioned, if five years old, is no longer valuable. A survey will provide the City with a clear understanding of the community's needs.

Mr. Avakian provided Council with examples of surveys he had been a part of while serving as a public relations consultant. He stated that a public relations consultant could help the City build a good relationship with the community but success would only be achieved if the City used the information obtained within the survey. Mr. Avakian stated that 5 out of 6 levies his firm worked on passed during the last election.

Mr. Kessler asked if registered voters would be the only people surveyed. Mr. Avakian proposed a telephone survey of randomly selected registered voters rather than a written survey. President Hale stated that he was unable to select a survey method until prices have been obtained. Mrs. Blakey agreed.

Mayor Evans stated that a community outreach survey and public relations consultant tie the project together. The consultant would collect and analyze the data and then present the findings to Council/Staff.

Mr. Avakian stated that he could help Council/Staff shape the survey in a way that would provide the greatest benefit to the City. A good survey will produce a roadmap that will help Council/Staff work toward passing future levies.

Mr. Beagle asked if Mr. Avakian's firm produced the mailings. Mr. Avakian stated that his firm would outsource the graphics, layout and mailings. He stated that his firm works directly with the client on the content of a publication.

Mr. Beagle asked Mr. Avakian if he would be training a staff member to assume this responsibility. Mr. Avakian stated that he would consider his service a failure if that didn't happen. The entire concept is based upon conveying a message in an understandable manner. Mr. Avakian noted that on occasion, third party funding is available for community surveys. He stated that by not doing a survey, Tipp City would be a minority compared to other cities. A community survey is a very important part of governing, said Mr. Avakian. Citizens want to know exactly how elected officials are spending their money.

President Hale reiterated that he wanted to see pricing for surveys before proceeding. He also expressed his reluctance to spend \$20,000 on a public relations consultant. Mrs. Gillis agreed although she thought a survey was needed to obtain input from the citizens.

President Hale predicted that Council would not seek another income tax levy until 2010. The survey could take up to one year to complete and analyze. Plus, Council elections will be held in November 2009. Mr. Beagle stated that the Library survey was complete within six months.

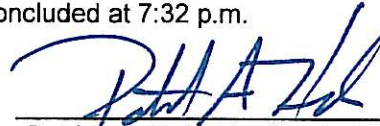
Mayor Evans said that the total investment for both the survey and consultant was minimal in relation to the long term benefits that could be gained by these services. Mayor Evans stated the City needed to improve the community's perception of City projects and avoid miscommunications. He said the City needed to be proactive and find ways to get positive information to the public and thought the City needed professional help to accomplish that task. Mr. Kessler stated that the media prints the information it is given.

Mrs. Blakey asked if the City would be able to finance either of these projects. Mr. Crusey stated that staff was currently preparing the 2009 budget and could include this project if Council so desired.


Mr. Beagle suggested staff acquire pricing for surveys. Council could then determine if they want to proceed or withdraw from the project. He stated that Council was not ready to make any decisions tonight regarding a public relations consultant. Mrs. Gillis stated that in her opinion staff was not strapped and could assume more responsibilities.


Adjournment

The study session concluded at 7:32 p.m.



Patrick A. Hale, President of Council


Attest: 
Misty Cheshire, Clerk of Council



City of Tipp City


Community Outreach Survey / Public Relations Consultant

Council Study Session
August 4, 2008




Community Outreach Survey

- Why
 - Gain valuable information from citizens regarding the quality and level of services provide by the City
 - Establish baseline for future surveys
 - On-going evaluation process to gauge success in responding to citizen's input
 - Project/Topic Specific Information




Community Outreach Survey

- What To Be Surveyed?
 - General Information
 - City Services
 - Public Safety
 - Life in Tipp City
 - Parks
 - City Government
 - City Communication




Community Outreach Survey

- What To Be Surveyed?
 - Project/Topic Specific
 - Income Tax Levy
 - Why it failed?
 - What would citizens support?
 - Capital Improvements
 - Public Safety



Public Relations Consultant

- Contractual, As-Needed Basis
- Assist staff with planning, developing and implementing an external communications program
- Improve communication with citizens
- Promote awareness of City's goals, programs, services, issues and policies



Public Relations Consultant

- Utilize results from Community Outreach Survey
 - Better inform citizens of important issues
 - Utilize specific strategies to address deficiencies

TIPP CITY COUNCIL MEETING

TIPP CITY, MIAMI COUNTY, OHIO

AUGUST 4, 2008

Roll Call

President Patrick A. Hale called to order the regular meeting of the Tipp City Council at 7:34 p.m. Roll call showed the following Councilmembers present: William D. Beagle, Vickie K. Blakey, Mayor Tim E. Evans, Council President Patrick A. Hale, John E. Kessler and Dolores Gillis.

Mayor Evans moved to excuse Councilmember George H. Lovett, seconded by Mr. Kessler. The motion carried with a vote of 6-0.

Others in attendance: City Manager Jon Crusey, Acting Law Director Dave Caldwell, Utilities Director M. J. Eichman, Finance Director Richard Drennen, Assistant City Manager Bradley C. Vath, Police Chief Tom Davidson, Fire Chief Steve Kessler, *Dayton Daily News* reporter Nancy Bowman, *Tipp Herald* reporter Mike Kelly, *Independent Voice* reporter Colorado Sky and Clerk of Council Misty Cheshire.

Citizens signing the register included: Jake Roberts, John Berbach, Robert Schwab, and Michael R. Hanagan.

**Invocation and
Pledge of Allegiance**

Mayor Evans delivered the invocation. President Hale led the Pledge of Allegiance.

Approval of Agenda

President Hale moved to amend the agenda noting that item G under Ordinances, First Reading, could not be passed by emergency measure and would require a second reading. The motion was seconded by Mr. Beagle and unanimously approved by City Council. The amended agenda was approved by a vote of 6-0.

Adoption of Minutes

Mrs. Gillis moved to approve the minutes of the July 21, 2008 Pre-Meeting Study Session, seconded by Mayor Evans. The motion carried with a vote of 5-0, Mrs. Blakey abstained due to absence.

President Hale moved, seconded by Mr. Kessler, to approve the minutes of the July 21, 2008 City Council Meeting. The motion carried 5-0, Mrs. Blakey abstained due to absence.

Mr. Kessler amended page 190, paragraph 7, of the July 21, 2008 Post Meeting Study Session to read as follows: "Mr. **Steve** Kessler noted that having fire hydrants in this area will reduce the cost of fire insurance and help with the cities fire ratings." Mr. Beagle moved to approve the amended minutes, seconded by President Hale. The motion carried with a vote of 5-0, Mrs. Blakey abstained due to absence.

**Proclamation
Red Hat Society**

Mayor Evans announced that he would be issuing a proclamation on August 15th for Red Hat Society Days in Tipp City. The event will be held August 15th and 16th.

**Ordinances
(Second Reading)**

Ordinance 21-08
Weed Cutting
Assessment

The following ordinances were presented to City Council for adoption.

Ordinance 21-08: An ordinance to assess the cost of weed cutting in the City of Tipp City, Ohio, as amended.

Clerk of Council Summary: This ordinance authorizes the levying of an assessment on the tax duplicate of one property for weed and grass cutting fees that were incurred by the City but not paid by the property owner.

City Manager Report: Mr. Crusey reported that the property owner was sent notice of the violation and failed to comply. The City then took action and hired a contractor to cut the weeds and invoiced the property owner. This ordinance would allow the City to place the mowing cost on the property owner's taxes.

Mrs. Blakey asked if the City planned to continue cutting grass for free. Mr. Crusey stated that he is speaking with the Law Director about taking the previous owners to Small Claims Court to recoup the mowing expenses. Mr. Crusey stated that he assumes that from this point forward Council's policy will be not to assess a new property owner for mowing expenses incurred by a previous owner. President Hale stated that having that policy would be good.

Mr. Kessler sponsored this ordinance and moved for its adoption, seconded by Mayor Evans. The motion carried 6-0. Ordinance 21-08 was declared passed and President Hale affixed his signature in witness thereto.

Ordinance 22-08
Sanitary Sewer Line
Assessment –
S. Tipp-Cowlesville Rd

Ordinance 22-08: An ordinance levying special assessments for the construction of a certain sewer line on South Tipp Cowlesville Road between Cayman Circle and Evanston Road.

Clerk of Council Summary: This ordinance establishes a sewer line assessment for the construction of a sewer line on South Tipp Cowlesville Road.

City Manager Report: Mr. Crusey noted that this ordinance will assess one property owner for the cost of construction of a sewer line that was installed on S. Tipp-Cowlesville Road over a period of 20 years. One other property was affected by this construction but does not live in the City and will not be assessed. The Township resident would have to pay a tap in fee and reimbursement if they elected to use the service.

There being no further discussion, Mr. Beagle sponsored this ordinance and moved for its adoption, seconded by Mrs. Gillis. The motion carried 6-0. Ordinance 22-08 was declared passed and President Hale affixed his signature in witness thereto.

**Resolutions
(One Reading
Required)**

The following resolution was presented to City Council for adoption.

Resolution 26-08
DARE Grant

Resolution 26-08: A resolution authorizing the City Manager to apply for and administer a grant from the office of the Attorney General, State of Ohio, for matching funds to defray up to 50% of the cost of the D.A.R.E. officer's salary.

Clerk of Council Summary: This legislation authorizes the filing of a grant application to reimburse certain expenses incurred in Tipp City's DARE program for the 2008/2009 school year.

City Manager Report: This grant would offset the cost of wages for our D.A.R.E. Officer up to 50%. Mr. Crusey stated the City would save just under \$20,000 in expenses next year if the grant was awarded.

There being no further discussion, Mrs. Gillis sponsored this resolution and moved for its adoption, seconded by President Hale. The motion unanimously carried. Resolution 26-08 was declared passed and President Hale affixed his signature in witness thereto.

**Ordinances
(First Reading)**

The following ordinances were reconsidered by City Council because the required public hearing notices were not being published for reasons beyond the City's control. While the City's Law Director believes the City "substantially complied" with the procedural notice requirements set forth in the Charter, City Council decided to reconsider these ordinances as emergency measures to ensure that there are no future legal issues regarding the adoption of these ordinances. The effect of this reconsideration will result in the previous ordinances being repealed and new ordinances being adopted.

Ordinance 23-08
NAWA Deed Transfers

Ordinance 23-08: An emergency ordinance approving the form and authorizing the execution of quit-claim deeds for four (4) easements to the Northern Area Water Authority (NAWA).

Clerk of Council Summary: This allows the City Manager to transfer ownership of two waterline easements from the City to NAWA which were necessary for the construction of the 24" transmission main from Tipp City to Vandalia, and two waterline easements for the construction of the raw waterline to the new water treatment plant.

City Manager Report: Mr. Crusey noted that this ordinance would transfer four (4) waterline easements from the City of Tipp City to NAWA. Two (2) easements were secured by the City prior to the start of the NAWA project from George Timmer for the raw water line. The other two (2) easements were secured as part of the 24" transmission line project to Vandalia, but were inadvertently granted in the name of the Miami County Commissioners. The Commissioners have transferred the easements to the "City of Tipp City" which now needs to transfer ownership to NAWA. All easements for the NAWA project should be titled to NAWA. Mr. Crusey noted that Ordinance 9-08 would be repealed as a result of the adoption of this ordinance.

There being no further discussion, Mayor Evans sponsored this ordinance and moved for its adoption, seconded by Mrs. Gillis. The motion unanimously carried. Ordinance 23-08 was declared passed and President Hale affixed his signature in witness there to.

Ordinance 24-08
Video Service
Authorization (VSA)

Ordinance 24-08: An emergency ordinance determining the video service provider fee to be paid by a video service provider offering video service in the City pursuant to a state authorization; authorizing the City Manager to give notice to the video service provider of the fee; and enacting Chapter 114 regarding "Competitive Video Service Authorizations."

Clerk of Council Summary: This ordinance will enact the new Competitive Video Service Authorization Code, Chapter 114, to establish the terms, conditions, franchise fee, and define gross revenue for video service providers within the City.

City Manager Report: This ordinance establishes Tipp City's rules and procedures for Video Service Providers who may wish to provide service in Tipp City. Mr. Crusey noted that SB117 effectively eliminated cities ability to issue cable TV franchises, thus necessitating the enactment of this ordinance to maintain Tipp City's control and limited regulatory rights. He stated that this ordinance would enact Chapter 114 to outline these requirements and the 5% franchise fee. Tipp City's existing franchise with Time Warner Cable will expire on December 31, 2010. Mr. Crusey said that Ordinance 10-08 would be repealed as a result of the adoption of this ordinance.

There being no further discussion, President Hale sponsored this ordinance and moved for its adoption, seconded by Mr. Beagle. The motion unanimously carried. Ordinance 24-08 was declared passed and President Hale affixed his signature in witness there to.

Snowmobiles, Off-
Highway Motorcycles,
and All Purpose
Vehicles

An emergency ordinance amending code section 75.27 to modify the requirements for the operation of snowmobiles, off-highway motorcycles, and all-purpose vehicles within the city. Beagle, Blakey, and Evans supported this ordinance while Kessler, Hale and Gillis opposed the ordinance resulting in a 3-3 vote. This ordinance will be on the August 18th agenda as a first reading.

Clerk of Council Summary: This ordinance will enact code to regulate the use of these vehicles on residentially zoned properties with less than 3 acres.

City Manager Report: This ordinance was crafted to prohibit these vehicles on residentially zoned lots with less than 3-acres, but allow for their use for agricultural and/or utilitarian purposes such as plowing snow, cutting grass, or pulling attachments. Mr. Crusey noted that Ordinance 11-08 would be repealed as a result of the adoption of this ordinance.

President Hale stated that he was still not in favor of this ordinance. A new law didn't need to be created based upon one person's complaint and the offender in question has since moved from the City. He stated that the City rarely has ATV complaints. President Hale noted that he spoke with Chief Davidson on Friday and both agreed that when Council passes a new law it creates an enforcement tool for the Police Department. President Hale then asked Chief Davidson if he thought Tipp City needed a law restricting the use of ATV's.

Chief Davidson replied that the department rarely receives complaints about ATV use on private property; complaints are typically related to public property. President Hale asked how many years the Chief had been on the Tipp City Police Force. The Chief replied that he has been with the City for 18 years. President Hale asked how many ATV complaints the Police Department has received in the past 18 years. Chief Davidson estimated that he has had two private property complaints. He noted that complaints are typically handled between neighbors.

Mr. Beagle noted that officers are not permitted to pull a driver over for a seatbelt offence; there must be another issue that initiates a traffic stop. Mr. Beagle asked if there was a way to make ATV ordinance complaint oriented only. As it reads now, an officer can disrupt what could be a peaceful situation between neighbors. Chief Davidson said the seatbelt law specifically states that a seatbelt violation is a secondary offence. He recommended the Law Director address Mr. Beagle's question.

Acting Law Director Caldwell stated that an officer has the discretion to enforce or not enforce the law. Chief Davidson said the Department could also enact a policy stating that enforcement must be complaint driven. Chief Davidson said the policy should be enacted by City Council or the City Manager.

Mrs. Blakey asked how an officer would know if neighbors were bothered by the noise. Mr. Beagle said that he could understand why a neighbor would not approach another neighbor, but he believed that if a neighbor was being disturbed they would call the police. Mrs. Blakey said that residents expect the police to step in and take care of it, such as fireworks, neighbors don't necessarily want to point fingers.

Chief Davidson said that the danger with allowing an officer to use their discretion would be the explanation as to why one incident was ignored and another was being addressed. He stated that it would be best to have a consistent policy.

Mr. Kessler stated that the City already has City wide ordinances for noise and nuisances that are applicable. A third ordinance, area specific, seems like overkill. Chief Davidson said this was a one of a kind complaint. Mrs. Blakey stated that the police would have been able to deal with the issue if it would have been enforceable under either the noise or nuisance ordinance and Council would not be dealing with this issue. Chief Davidson noted that nuisance specifically relates to disorderly conduct.

Mrs. Blakey sponsored this ordinance and moved for its adoption, seconded by Mayor Evans. A roll call vote was taken: Beagle, Blakey, and Evans supported the ordinance while Kessler, Hale, and Gillis cast dissenting votes resulting in a 3-3 vote. This ordinance will be brought back to Council for first reading on August 18th.

Ordinance 25-08
Streetscape
Assessment

Ordinance 25-08: An emergency ordinance levying special assessments for the construction of sidewalks and driveway approaches on West Main Street from Tippecanoe Drive east to Hyatt Street.

Clerk of Council Summary: This ordinance will assess the property owners for sidewalks and driveway approaches, if the invoices are not paid, for these improvements completed as part of Streetscape.

City Manager Report: This ordinance would allow the City, in accordance with the Ohio Revised Code, to assess the 45 private property owners for the cost of sidewalks and driveway aprons installed during the recent Streetscape project. These properties lay between Tippecanoe Drive and Hyatt Street on West Main Street. Mr. Crusey noted that the City is prohibited, by ODOT, from assessing the costs of the curbs. The property owners are only being charged the cost of standard concrete driveway approaches and not for the cost of decorative brick pavers which have been used for the driveway approaches in this project. Ordinance 12-08 will be repealed as a result of the adoption of this ordinance.

There being no further discussion, Mr. Beagle sponsored this ordinance and moved for its adoption, seconded by Mrs. Gillis. The motion unanimously carried. Ordinance 25-08 was declared passed and President Hale affixed his signature in witness there to.

Ordinance 26-08
2007 Curb & sidewalk
Program Assessments

Ordinance 26-08: An emergency ordinance levying special assessments for the construction of curbs, gutters, sidewalks and driveway approaches in various locations within the City of Tipp City, Ohio.

Clerk of Council Summary: This ordinance will assess the property owners for curbs, sidewalks and driveway approaches installed as part of the 2007 Annual Paving Program, if the invoices are not paid.

City Manager Report: This ordinance allows the City, in accordance with the Ohio Revised Code, to assess the 63 private property owners for the cost of curbs, sidewalks and driveway aprons installed during the 2007 Curb & Sidewalk Replacement Program. Mr. Crusey announced that Ordinance 13-08 would be repealed as a result of the adoption of this ordinance.

There being no further discussion, Mrs. Blakey sponsored this ordinance and moved for its adoption, seconded by President Hale. The motion unanimously carried. Ordinance 26-08 was declared passed and President Hale affixed his signature in witness there to.

Ordinance 27-08
Sign Code

Ordinance 27-08: An emergency ordinance adopting a revised code for the regulation of signs, enacting code Sections 154.090 – 154.112, and repealing ordinances 42-03 and 05-06 of the City of Tipp City, Ohio.

Clerk of Council Summary: This ordinance will update code to comply with recent court decisions regarding sign codes.

City Manager Report: Mr. Crusey stated that this Ordinance would replace Tipp City's existing Sign Code being Sections 154.090 to 154.112 with a new updated code. The City worked with Dr. Eric Kelly on evaluating our existing Sign Code, making recommendations, and subsequently crafting a replacement Sign Code. Ordinance 14-08 will be repealed as a result of the adoption of this ordinance.

Out-of-Town Sewer
Rates (first reading)

There being no further discussion, Mayor Evans sponsored this ordinance and moved for its adoption, seconded by Mrs. Gillis. The motion carried with a vote of 5-1, Mr. Kessler cast the dissenting vote. Ordinance 27-08 was declared passed and President Hale affixed his signature in witness there to.

Mrs. Blakey sponsored an ordinance amending sections 52.02 of the Tipp City, Ohio Code of Ordinances to revise the sewer rates.

Clerk of Council Summary: This ordinance will enact a 150% surcharge on all out-of-town sanitary sewer customers.

City Manager Report: This ordinance will implement a rate adjustment for the "treatment" portion of the out-of-town sanitary sewer utility bills. Mr. Crusey noted that the existing out-of-town sewer customers are paying the same rate as the in-town customers on the treatment portion of their bills. This ordinance will bring the treatment portion of the sewer bill to 150% of the in-town rates, which is currently being charged for the other portions of the sewer bill and all of the water bills. He noted that Council discussed this issue during a study session on May 5th. Mr. Crusey noted that Ordinance 15-08 would be repealed as a result of the adoption of this ordinance.

The second reading and public hearing for the above ordinance will be held at the August 18th City Council Meeting

Ordinance 28-08
Northgate Commerce
Center Section 2 & 3
Final Plat

Ordinance 28-08: An emergency ordinance approving the Final Plats of the Northgate Commerce Center Subdivision Sections 2 and 3.

Clerk of Council Summary: This ordinance will allow the City to proceed with the construction of the northern and southern extensions of Kinna Drive which was partially funded with an ISIF grant.

City Manager Report: This ordinance approves the final plats for Sections 2 and 3 of the Northgate Commerce Center Subdivision. The City, property owner, and State of Ohio are partnering to extend Kinna Drive both north and south within the Northgate Commerce Center Industrial Park. Mr. Crusey reported that the City received a \$500,000 grant from the Ohio Department of Development to assist with this project. Ordinance 16-08 will be repealed as a result of the adoption of this ordinance.

There being no further discussion, President Hale sponsored this ordinance and moved for its adoption, seconded by Mr. Beagle. The motion unanimously carried. Ordinance 28-08 was declared passed and President Hale affixed his signature in witness there to.

Ordinance 29-08
Bowman Woods
Subdivision

Ordinance 29-08: An emergency ordinance accepting the improvements as completed by the developer of the Bowman Wood Subdivision.

Clerk of Council Summary: This ordinance will accept the public improvements made by the Developer during the construction of the Bowman Woods Subdivision which started in May of 2005.

City Manager Report: This ordinance would accept the public improvements made by the developer, Jaydee Blair, in the Bowman Woods Subdivision, being the cul-de-sac extension of the northern leg of Bowman Avenue. Mr. Crusey said that surety had been replaced to cover the required 10% maintenance amount and the uncompleted sidewalks. Ordinance 19-08 was repealed as a result of the adoption of this ordinance.

There being no further discussion, Mr. Beagle sponsored this ordinance and moved for its adoption, seconded by Mr. Kessler. The motion unanimously carried. Ordinance 29-08 was declared passed and President Hale affixed his signature in witness there to.

Ordinance 30-08
Menards Commercial
Subdivision

Ordinance 30-08: An emergency ordinance accepting the improvements as completed by the developer of the Menards Commercial Subdivision.

Clerk of Council Summary: This ordinance will accept the public improvements made by the Developer during construction of the Menards Subdivision which started in June of 2007.

City Manager Report: Mr. Crusey explained that this ordinance would accept the public improvements made by the developer, Menard Inc., for the Menards Commercial Subdivision, being the extension of Kinna Drive, Harmony Drive, and Weller Drive. The Developer posted a subdivision bond, which is still in full force, and will be replaced with a maintenance bond in the near future. Ordinance 20-08 will be repealed as a result of the adoption of this ordinance.

There being no further discussion, Mayor Evans sponsored this ordinance and moved for its adoption, seconded by President Hale. The motion unanimously carried. Ordinance 30-08 was declared passed and President Hale affixed his signature in witness there to.

Citizen Comments

There were no citizen comments on items not on the agenda.

Councilmember
Comments

Mrs. Gillis encouraged everyone to visit the Miami County Fair.

Mrs. Blakey referenced the N. Hyatt Street Reconstruction Project and asked how students would access the Middle School for practices. Mr. Crusey stated that motorists can access the school from the north. Motorist coming from the south will use the Nevin Coppock driveway to access the school. Mr. Vath noted that the contractor is going to do their best to keep access to the school open. The school is trying to shift some activities to other locations. The goal is to get all the work done in front of the school prior to the commencement of school on August 20th.

Mrs. Blakey noted that she was not at the last City Council meeting and Mrs. Hale forwarded comments and pictures to her. She asked if the Park Department would be doing mulching this year. Mr. Crusey stated that he met with Park Superintendent Asher to discuss this matter and mulching is being done when possible. He stated that this issue will be discussed at the next Park Advisory Board meeting.

**City Manager
Comments**

Mrs. Blakey asked if the crews were watering trees. Mr. Crusey stated that he would research that question and get a response to Mrs. Blakey.

Mr. Crusey announced that construction on N. Hyatt Street will begin on Tuesday, August 5th. The project should move north by August 18th. He noted that the completion date was December 1st.

Mr. Crusey noted that he provided City Council with information about the Ohio Municipal League Annual Conference, October 1-3, in Columbus. If interested in attending the Conference, Council should contact staff. In closing, Mr. Crusey announced that he and his family are officially residents of Tipp City.

President Hale noted that Council would be holding a study session after the meeting to discuss the City's Park Field Use Policy and the Mid-Year Financial Report.

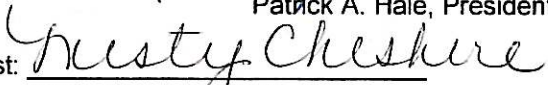
Adjournment

There being no further business, it was moved by Mr. Kessler, seconded by Mrs. Gillis, that the meeting be adjourned. The motion unanimously carried. President Hale declared the meeting adjourned at 8:12 p.m.



Patrick A. Hale, President of Council

Attest:



Misty Cheshire, Clerk of Council

TIPP CITY COUNCIL STUDY SESSION

TIPP CITY, MIAMI COUNTY, OHIO

AUGUST 4, 2008

Study Session

City Manager Jon Crusey opened the Study Session at 8:35 p.m. on this date.

Roll Call

Council Members in attendance included: Mayor Tim E. Evans, William D. Beagle, Council President Patrick A. Hale, John E. Kessler, Vickie K. Blakey, and Dolores Gillis.

Others in attendance included: Assistant City Manager Bradley C. Vath, Fire Chief Steve Kessler, Finance Director Richard Drennen, Park Superintendent Jim Asher, City Engineer Scott P. Vagedes, Pamela Hale, Kathy Taylor, *Tipp City Herald* reporter Mike Kelly, *Dayton Daily News* reporter Nancy Bowman, and Clerk of Council Misty Cheshire.

**Discussion –
Park Field Use Policy**

Engineer Vagedes provided Council with a copy of the proposed Park Field Use Policy for review. Ms. Taylor noted that the policy would become effective in January of 2009, if approved by City Council.

Mrs. Blakey supported the policy and stated that it will provide the City with a vehicle to recoup field costs. She asked how Community Services would address circumstances when a team was unable to pay. She asked if the City would accept in-kind services. Ms. Taylor said they would work with the team and mentioned that some associations have scholarships.

Mr. Beagle asked if the schools had a similar policy. Ms. Taylor confirmed that the school did have a field use policy that requires a contract with any outside team/association. She noted that Community Services was excluded from that policy.

Mrs. Blakey asked if Tipp City was hosting an event, would there be a charge for the out-of-town teams coming to the tournament. Mr. Vagedes said that under those circumstances, out-of-town teams would not be charged. Although, if an outside organization wants to hold a tournament in Tipp City they would incur fees for using the fields.

Mr. Crusey noted that this item would be on the August 18th agenda for consideration.

**Mid-Year Financial
Report**

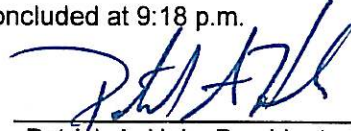
The next topic of discussion focused on the Mid-Year Financial Report. Mr. Drennen used the attached PowerPoint presentation to compare 2007 and 2008 General Fund balances. He evaluated current fund balances for each department compared to projected expenses and revenues for 2008.

Mr. Drennen noted that supplemental appropriations will be needed in the Electric, Water, and Sewer Fund. In addition, a non-departmental transfer would be need from the General Fund to EMS to cover \$50,000 in personnel expenses.

Mr. Drennen noted that additional savings could be realized for Monroe Township's portion of the bike path, which is budgeted for 2009 reducing the 2008 transfer. Mr. Vath noted that an application for ODNR grant funds had been revised and resubmitted. If granted, the cost of the project could be reduced by \$200,000 to \$250,000 for the south leg of the bike trail.

Adjournment

The study session concluded at 9:18 p.m.



Patrick A. Hale, President of Council

Attest: 
Misty Cheshire, Clerk of Council

**City of Tipp City
Mid-Year Financial Report
June 30, 2008**

Council Workshop
August 4, 2008

General Fund-Revenue Comparison

	<u>June 30, 2008</u>	<u>June 30, 2007</u>
Revenues	\$2,925,046	\$2,931,567
Budget/ Actual	\$6,255,673	\$6,088,957
% Collected	46.8%	48.1%

General Fund-Expense Comparison

	<u>June 30, 2008</u>	<u>June 30, 2007</u>
Expenses	\$2,970,472	\$3,063,222
Budget/ Actual	\$6,443,787	\$6,082,255
% Spent	46.1%	50.3%

INCOME TAX REVENUES

<u>FUND</u>	<u>08 Budget</u>	<u>08 Revised</u>
General	\$2,516,864	\$2,329,011
CIP	\$629,216	\$582,253
Parks CIP	\$812,532	\$727,816
Total	\$3,958,612	\$3,639,080

TAX REVENUES- Historical

<u>Year</u>	<u>Receipts</u>	<u>% Inc./ (Dec.)</u>
2005	\$3,702,867	6.98%
2006	\$3,867,731	4.45%
2007	\$3,679,252	(4.87%)
08 (Rev.)	\$3,639,080	(1.09%)

General Fund

<u>General Fund</u>	<u>2008-Budget</u>	<u>2008-Revised</u>	<u>Difference</u>
Revenues	\$6,255,673	\$6,016,730	-\$238,943
Beg. Unencumb. Bal	3,095,091	3,095,091	
Total Resources	9,350,764	9,117,248	
Expenditures	6,443,787	6,109,879	-\$333,908
Total Expenditures	6,443,787	6,109,879	
Ending Balance	2,906,977	3,001,942	
Surplus/(Deficit)	-188,114	-\$93,149	

General Fund Revenues

Decreased Revenue

- Income Tax- (\$152,426)
- Interest- (\$75,000)
- Kwh Tax- (\$20,000)

Increased Revenue

- Estate Tax- \$38,447

General Fund Expenses

Decreased Expenses

- City Manager's Dept.- \$68,000
- CIRF Transfer - \$280,000 (Assumes cuts made)
- Inspection Services- \$23,000

Increased Expenses

- Fuel Costs (gas & diesel)
- Project increase of \$15,000 (18%)-(\$11,000 in Police Parks CIRF- \$70,000 EMS - \$50,000 (payroll & pension)

General Fund

- Projected Decrease in General Fund Balance of \$93,149
- Ending Unencumbered Balance of \$3,001,942

Pool Fund-Thru June 30

- Pool Revenues- \$197,912 thru June30 (Thru July 31- \$301,928)
- Budgeted Receipts- \$361,500
- Behind \$15,569 compared to June 2007
- Ave. Aug. & Sept. Receipts ('06 & 07) = \$56,000

CIP Fund

- Projected Tax receipts down \$49,693, but Assessments up \$30,000
- Cost Cutting Measures- Defer Paving -\$200,000; Ambulance - \$130,000; Total Savings- \$330,000
- Other Cost Cutting- Truck \$29,000; Plotter-\$19,000; Accident Software-\$20,000; Total Other- \$68,000
- Cost Increases- Hyatt Street-\$108,000 (Cost overrun was brought up by Brad at March 17 & April 3 workshops-Estimated at \$111,000)

CIP Fund-(Cont.)

- Will be able to reduce General Fund Trf. from \$390,000 to \$110,000 by cutting Paving and Ambulance- Savings \$280,000
- Projected end of year Unenc. Bal- \$105,729

Parks CIP

- Projected Tax receipts down \$84,716
- In order to do all of the projects in 2008 Budget will have to increase transfer from \$20,000 to \$90,000
- Projected end of Year Unenc. Bal- \$2,737

Utility Funds-Revenues

	2008-Budget	2008-Revised
Electric Chrgs.	\$9,911,000	\$9,420,000
Water Chrgs.	\$1,615,000	\$1,485,000
Sewer Charges	\$1,097,400	\$1,080,000

Electric Fund

- Electric Revenues- Projected to be \$491,000 short of 2008 Original Estimate
- Budgeted \$6,700,000 for Power Expenses-Will spend \$6,300,000 (Savings of \$400,000)
- Capital Projects- Budgeted \$1,544,000. Have spent \$56,030 thru June.
- NAWA paid City 50,000 more than anticipated for generator this year. City reduced our loan by an additional \$50,000. Will need Supplemental App.

Water Fund

- Water Revenues- Lower than Estimated due to wet summer - Estimated decrease of \$130,000
- Sale of Wells to NAWA- \$213,000 in Revenue
- Expenses - Will need supplemental for following projects- Hyatt Street- \$39,800; Well Protection- \$37,500 (Covered 100% by grant; City Share of Lightner Rd - \$150,000 (Est.))
- Fund Balance is healthy due to rate increases and building up reserves to finance Treatment Plant.

Sewer Fund

- Sewer Revenues - Decrease of \$17,400
- Expenses- Hyatt Street project short \$12,600.
- Treatment charges- \$15,000 over budget.
- Fund balance has improved with rate increases.

Supplemental

Supplemental Appropriation Ordinance to cover all described items needed as follows:

- Electric- \$50,000
- Water- \$227,300
- Sewer- \$27,600 (Might be able to absorb in current budget)



Transfer of Appropriations

Will need Transfer from Non- Departmental to EMS in General fund

- Non- Departmental - (\$50,000)
- EMS- \$50,000

2008 Financial Report and Audit

✓ Clean Audit Opinion on our Financial Report.

✓ Financial Report has been submitted to GFOA for Certification Award.

Questions?